



TITLE 30

ADMINISTRATIVE DESIGN REVIEW APPLICATION

CLARK COUNTY COMPREHENSIVE PLANNING

SUBMITTAL REQUIREMENTS ARE LISTED ON BACK

APPLICATION TYPE

ADULT USE
COMMERCIAL USE
COMMUNICATION FACILITY
DIGITAL OFF-PREMISE SIGN
ESCORT BUREAU
OUTCALL ENTERTAINMENT
PARK AND RIDE
PLACE OF WORSHIP
WATER FEATURE
(LAND USE APPROVAL/BUILDING PERMIT)

This section for planner use only

DATE FILED _____ APPLICATION NUMBER _____
ACCEPTED BY _____ ZONE / AE DISTRICT _____
FEE _____ PLANNED LAND USE _____
CHECK # _____ COMMISSIONER _____
CIRCLE ONE: NORTH or SOUTH LETTER DUE DATE _____
OVERLAY(S)? _____ TRAILS? Yes / No
NOTES/REFERENCE FILES: _____

PROPERTY OWNER: _____
APPLICANT: _____

ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO:

NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
TELEPHONE: _____ FAX: _____ CELL: _____
E-MAIL: _____

ASSESSOR'S PARCEL NUMBER(S): _____
PROPERTY ADDRESS and/or CROSS STREETS: _____
PLEASE BRIEFLY DESCRIBE THIS PROJECT: _____

(I, We) the undersigned swear and say that (I am, We are) the owner(s) of record on the Tax Rolls of the property involved in this application, or (am, are) otherwise qualified to initiate this application under Clark County Code; that the information on the attached legal description, all plans, and drawings attached hereto, and all the statements and answers contained herein are in all respects true and correct to the best of my knowledge and belief.

Property Owner (Signature)* _____

Property Owner (Print) _____

STATE OF _____
COUNTY OF _____

SUBSCRIBED AND SWORN BEFORE ME ON _____ (DATE)

By _____

NOTARY
PUBLIC: _____

*NOTE: Corporate declaration of authority (or equivalent), power of attorney, or signature documentation is required if the applicant and/or property owner is a corporation, partnership, trust, or provides signature in a representative capacity.

This section for staff use only

Application for an Administrative Design Review is (circle one) APPROVED/DENIED

Subject to all conditions as listed in the staff report and Notice of Final Action

By: _____ Date: _____

**TITLE 30
DOCUMENT SUBMITTAL REQUIREMENTS**

Application Type Additional requirements may apply	Application¹	Fire Permit Survey Form¹	Site Plans	Floor Plans	Elevations	Landscape Plan²	Assessor's Map	Deed	Legal Description	Parking Analysis	Justification Letter	Certified Evidence of Separation^{3,4}	Fees⁵
Administrative Design Review	1	1	5	2	2	2	2	2	2	1	3	1	✓

Footnotes:

- Forms available from Comprehensive Planning, both online and at the Current Planning Office.
- Applications to operate manmade decorative water features require a receipt from the Southern Nevada Water Authority as stated in 30.64.070(C)(8), and the plan shall show the amount of turf to be removed and/or the surface area of the water feature.
- Required for Adult Use. The applicant shall provide evidence certified by a professional land surveyor licensed in the State of Nevada that demonstrates conformity with the following separation requirements (separations shall be measured radially in all directions): 1,500 foot minimum separation from any residential use, public library, public park, day care facility for children, school, or place of worship; 1,000 foot minimum separation from another existing adult use except that the 1,000 foot separation shall be measured from the building or suite of each adult use when located on the same parcel; and 660 foot minimum separation from any mixed use or mixed-use development.
- Required for Escort Bureau or Outcall Entertainment Referral Service. The applicant shall provide evidence certified by a professional land surveyor licensed in the State of Nevada that demonstrates conformity with the following separation requirements (separations shall be measured radially in all directions): must be located a minimum of 1,500 feet from any residential use, public library, public park or playground, day care facilities for children, school, or place of worship. When a freeway at least 100 feet wide separates the proposed outcall entertainment referral service and any residential use, public library, public park or playground, day care facilities for children, schools, or places of worship, no minimum separation shall be required from that use, provided there is no exterior signage visible from such uses.
- \$300 fee or \$10,000 for off-premise digital sign conversion.

Note:

- Communication Tower - provide evidence of technological or economic hardship which would prevent collocation on a building or structure within 600 feet.

PROCEDURE FOR ADMINISTRATIVE DESIGN REVIEW APPLICATIONS

- After assembling the required materials, schedule an appointment to file your application by calling **455-4972**. Applications shall not be accepted over the counter.
- All plans or maps must be accurate and drawn to scale. Plans or maps larger than 11" by 17" must be folded to the 9" by 12" standard for submittal (rolled plans or maps will not be accepted).
- An Administrative Notice of Final Action will be mailed 10 working days after the last day of the week of the filing period during which the application is submitted. This action is final unless appealed.
- An appeal must be physically received by the Zoning Administrator by 5:00 p.m. within 5 working days after an Administrative Notice of Final Action has been mailed. Once an appeal has been filed, it cannot be withdrawn.

CLARK COUNTY COMPREHENSIVE PLANNING
500 S. Grand Central Parkway, P.O. Box 551744, Las Vegas, NV 89155-1744
APPOINTMENT LINE: (702) 455-4972 MAIN LINE: (702) 455-4314 FAX: (702) 455-3271

www.ClarkCountyNV.gov

Revised 12/16/2010